

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JUNE 2, 2005
8:30 A.M.**

Commissioners Present: Larry Hudkins, Chair
Deb Schorr, Vice Chair
Bernie Heier
Bob Workman
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, Lancaster County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:30 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
MAY 26, 2005 AND DEPARTMENTAL BUDGET HEARING MINUTES
OF THURSDAY, MAY 26, 2005 AND TUESDAY, MAY 31, 2005**

The Board held approval of the Departmental Budget Hearing minutes of May 26, 2005 and May 31, 2005.

MOTION: Workman moved and Stevens seconded approval of the Staff Meeting minutes dated May 26, 2005. Workman, Stevens, Heier and Hudkins voted aye. Schorr was absent from voting. Motion carried.

Schorr arrived at 8:32 a.m.

2 ADDITIONS TO THE AGENDA

- A. Invitation to Attend Ribbon Cutting for Yankee Hill Brick Factory Expansion (June 9, 2005)
- B. Temporary Hiring for Records & Information Management
- C. Safety Flyer (Exhibit A)
- D. Proclamation Recognizing June 5 to 11, 2005 as "Management Week" (Exhibit B)
- E. 98th Street
- F. County Seal

MOTION: Heier moved and Stevens seconded approval of the additions to the agenda. Workman, Stevens, Hudkins, Heier and Schorr voted aye. Motion carried

3 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant; Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates

Gordon Kissel, Legislative Consultant, presented a legislative update and bill summary (Exhibit C & D).

Hudkins said he believes there is a need to draft legislation to address the jail reimbursement issue and to better educate state senators on the issue.

ADDITIONS TO THE AGENDA

- A. Invitation to Attend Ribbon Cutting for Yankee Hill Brick Factory Expansion (June 9, 2005)

Board consensus was to adjourn the Staff Meeting on June 9th by 11:15 a.m. so that Board members can attend the event.

- B. Temporary Hiring for Records & Information Management

Kerry Eagan, Chief Administrative Officer, said a stores clerk will be taking medical leave and Brian Pillard, Records Manager, would like to hire his niece as a temporary replacement. He said the Lancaster County Personnel Rules do not preclude him from doing so, as she is not a member of his immediate family.

MOTION: Workman moved and Heier seconded approval of the request. Heier, Workman, Stevens, Schorr and Hudkins voted aye. Motion carried.

- C. Safety Flyer (Exhibit A)

Eagan reviewed a request to distribute a safety flyer with the June 16, 2005 paychecks.

MOTION: Heier moved and Workman seconded approval. Schorr, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

D. Proclamation Recognizing June 5th to 11th, 2005 as "Management Week" (Exhibit B)

The Board scheduled a special presentation on the Tuesday, June 7, 2005 Board of Commissioners Meeting agenda.

E. 98th Street

Heier reported on the condition of the road and asked that the Board send a letter to the County Engineer asking that the road be improved.

Stevens suggested that the City be asked to share in the grading work, as the traffic is primarily related to motorists using 98th Street as a detour for 84th Street.

Don Thomas, County Engineer, appeared and said he intends to apply calcium chloride to control dust. The road surface will be prepared before the application. He estimated the cost at \$20,000 and said the City Engineer will likely share in the cost. Thomas also agreed to ask Bob Jacobs, Road Maintenance Division Head, to consider deep grading of the road.

4 RURAL ADDRESS UPDATE - Don Thomas, County Engineer; Jim Langtry, Geographic Information Systems (GIS) Mapping Division Head

Jim Langtry, Geographic Information Systems (GIS) Mapping Division Head, gave an update on the Rural Addressing Project (see Exhibits E & F for map and aerial photographs), noting the following:

- 1,260 signs are in place
- 400 addresses are questionable
- 33 addresses have been identified as needing to be changed

Langtry said his department is no longer actively involved in placement of the signs, due to other job demands. He said the work will resume in the fall.

Heier suggested utilization of jail crews.

General discussion also took place regarding the following issues: 1) One access point for multiple addresses; 2) A property owner's refusal to change an address; 3) Removal of signs; 4) Sanitization of the database; 5) 911/Emergency Communications Dispatch System database; and 6) New signs.

5 VETERANS SERVICE COMMITTEE APPOINTMENT - Gary Chalupa, Veterans Service Officer

Gary Chalupa, Veterans Service Officer, reported a recommendation from the Lancaster County Veterans Service Committee to reappoint James Cada to the Lancaster County Veterans Service Committee. He noted that Ron Melbye was also considered for appointment.

MOTION: Heier moved and Schorr seconded to follow the recommendation from the Lancaster County Veterans Service Committee and to direct Gary Chalupa, Veterans Service Officer, to prepare the necessary documents for action at a Tuesday, Board of Commissioners Meeting. Heier, Schorr, Workman, Stevens and Hudkins voted aye. Motion carried.

ADDITIONS TO THE AGENDA

F. County Seal

Brief discussion took place regarding the proposed design (Exhibit H). It was suggested that the item be forwarded to the Management Team for discussion.

MOTION: Schorr moved and Workman seconded to institute the design for the County Board of Commissioners and to place it on letterhead, on a six month trial basis. Heier, Workman, Schorr and Hudkins voted aye. Stevens voted no. Motion carried.

6 COUNTY FINAL PLAT NO. 04062, THE PRESERVE AT CROSS CREEK, 68TH STREET AND ROCA ROAD - Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, gave an overview of County Final Plat No. 04062, The Preserve at Cross Creek 1st Addition, a final plat consisting of nine lots (Exhibit I). He noted a recommendation of approval from Planning Staff and the Planning Commission.

Heier asked whether the Board can require addressing as a condition of approval.

Larry Worrell, County Surveyor, appeared and suggested that posting of an address sign instead be made a condition of issuance of the final occupancy permit.

Eagan stressed the need for a resolution to require signage and establish standards.

7 HORSESHOE DRIVEWAYS - Larry Worrell, County Surveyor; Jerry Young

Stevens said a committee comprised of Commissioner Workman; Kerry Eagan, Chief Administrative Officer; Larry Worrell, County Surveyor; Kristy Mundt, Deputy County Attorney, Jerry Young, property owner, and himself met to discuss whether to retain the current resolution, restricting horseshoe driveways in the County, or to have a new resolution that would include the terms and conditions under which horseshoe driveways could be permitted. He said several items would be considerations under a revised resolution: 1) Acreage size; 2) Restriction to approved subdivisions; 3) Minimum frontage; 4) Not permitting horseshoe driveways on county section line roads; 5) Existing subdivisions; and 6) A fee for increased maintenance costs.

MOTION: Workman moved and Heier seconded to change the County's requirements to allow horseshoe driveways, after review and recommendation by the County Engineer, stipulating a minimum frontage of 200 feet and that they are not acceptable on county section line roads and eliminating language that driveways cannot be interconnected.

The maker of the motion and the seconded agreed to amend their motion to stipulate that the acreage must be three acres or more in size and to direct the County Attorney and County Engineer to draft a resolution with those terms and conditions for the Board's consideration.

ROLL CALL: Workman, Heier, Stevens, Schorr and Hudkins voted aye. Motion carried.

8 ACTION ITEMS

- A. Letter to Juvenile Court Judges Regarding Youth Detention Population (See Agenda Packet)

The Board asked Eagan to condense the letter and include a start date for the pilot project.

Board consensus was to authorize the letter to be sent, following review of the re-draft.

- B. Microcomputer Request, \$5,622.75 from Adult Probation Budget for Six (6) Pentium Computers and Software

Steve Rowoldt, Chief Probation Officer in Adult Probation, appeared and explained the need for the computers.

MOTION: Workman moved and Stevens seconded approval. Heier, Workman, Stevens, Schorr and Hudkins voted aye. Motion carried.

- C. Microcomputer Request, C#2005-193, \$2,457.50 from County Extension Budget for a Laptop Computer

Item held for additional information.

- D. Microcomputer Request, \$3,175.40 from Assessor/Register of Deeds for Seven (7) 19" Monitors and Three (3) 21" Monitors

Norm Agena, County Assessor/Register of Deeds, appeared and said he also needs to replace two printers. He estimated the cost at \$1,018.32 and said he has sufficient funds in his budget to fund the expense.

MOTION: Workman moved and Heier seconded approval. Workman, Heier, Stevens, Schorr and Hudkins voted aye. Motion carried.

- E. Letter to Mayor Coleen Seng Regarding Possible Sale of "K" Street Complex

The Board reviewed the letter draft (Exhibit J).

MOTION: Heier moved and Workman seconded to send the letter to Mayor Seng, striking the words *respectfully* and *must* in the second sentence of the second paragraph.

FRIENDLY AMENDMENT: Workman offered a friendly amendment to change *makes a decision on* to *considers* in the second sentence of the second paragraph.

Brief discussion followed.

The maker of the motion and the seconder withdrew their motion.

MOTION: Workman moved and Heier seconded to send the letter later in the day to Mayor Seng, with the following changes to the second and third paragraphs:

The "K" Street Complex was developed in the spirit of cooperation between the County and City as a long-range solution to the records storage needs of government. Thus the County Board requests the financial and legal concerns raised by the County be addressed before the City considers the possible sale of this joint government facility.

The County Board looks forward to working with you on this important matter to best serve the public interest.

Workman, Stevens, Schorr, Heier and Hudkins voted aye. Motion carried.

F. Agenda Items for Meeting with Mayor (Thursday, June 2, 2005)

It was noted that the date has been changed to Monday, June 6, 2005.

The following items were suggested: 1) Proposed Sale of the "K" Street Complex; 2) Charles Lindbergh Airport Proposal; 3) 98th Street; 4) Appointment of Dick Esseks to the Planning Commission.

9 ADMINISTRATIVE OFFICER REPORT

A. Youth Services Grants

Gwen Thorpe, Deputy Chief Administrative Officer, said the Youth Services Center applied for four grants without Board approval. She said the grants are related to the Horticulture Project and match will primarily involve staff time.

B. Board of Equalization Scheduling

The Board reviewed correspondence from Trish Owen, Chief Deputy County Clerk, relating to Board of Equalization scheduling (Exhibit K).

- C. Claim for Review from Community Corrections - Payment Voucher Dated April 7, 2005, Payable to Tammy Pope in the Amount of \$58.98. Payment Includes Mileage During December, 2004 in the Amount of \$12.00. Claim is Beyond the 90 Day Time Period

MOTION: Stevens moved and Heier seconded to handle the claim through the regular claims process at the Tuesday, June 7, 2005 Board of Commissioners Meeting. Workman, Stevens, Schorr, Heier and Hudkins voted aye. Motion carried.

Stevens exited the meeting at 11:00 a.m.

D. Proposed Keno Satellite at Merle's Food & Drink, 8250 West "O" Street

Eagan informed the Board that the person that will be running the Keno operation has a misdemeanor conviction for possession of a gambling device.

The Board scheduled action on the application on the Tuesday, June 7, 2005 Board of Commissioners Meeting agenda and asked that the applicant be present to answer questions.

E. County Building Policy Regarding Pets, Shoes and Shirts

The Board directed Eagan and Don Killeen, County Property Manager, to draft a policy that mirrors the Public Building Commission's policy.

F. Departmental Budget Hearings (Thursday, June 9, 2005)

Board consensus was to try to hold the length of the hearings to twenty minutes, if possible, and to notify departments that their hearings may be moved up in the schedule.

10 DISCUSSION OF BOARD MEMBER MEETINGS

A. Lancaster Manor Advisory Committee - Heier

No report.

B. Lincoln Independent Business Association (LIBA) Monthly Meeting -
Workman, Stevens

Workman said the proposed sale of the "K" Street Complex was discussed.

11 ADJOURNMENT

MOTION: Schorr moved and Workman seconded to adjourn the meeting at 11:16 a.m. Workman, Schorr, Heier and Hudkins voted aye. Stevens was absent from voting. Motion carried.

Bruce Medcalf
Lancaster County Clerk